

# CITY OF BURIEN, WASHINGTON MEMORANDUM

**DATE:** April 10, 2007  
**TO:** Mayor McGilton and City Council  
**FROM:** Scott Greenberg, AICP, Community Development Director  
**SUBJECT:** Quarterly Permit Activity Report—1st Quarter 2007

## CONSTRUCTION-RELATED PERMITS ISSUED—QUARTERLY:

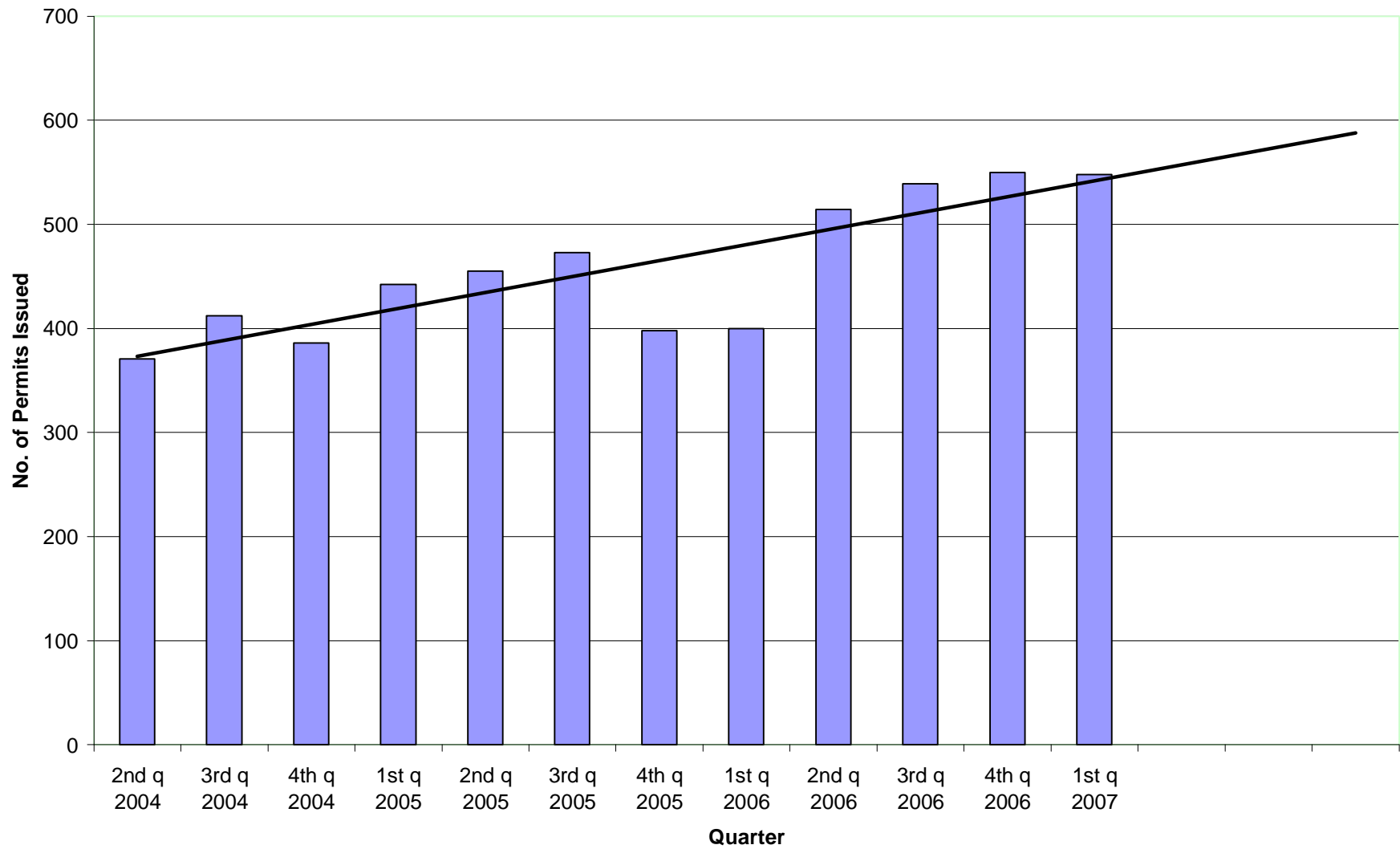
The chart below shows the number of different construction-related permits issued over the past two years, along with the revenues generated by those permits. The number of permits issued in the 1st quarter of 2007 exceeded 500 for the 4<sup>th</sup> consecutive quarter. The valuation of permits issued--\$37 million—is the highest in the past two years and nearly equals the valuation of permits for all of 2005.

ISSUED PERMITS	1st q 2005	2nd q 2005	3rd q 2005	4th q 2005	1st q 2006	2nd q 2006	3rd q 2006	4th q 2006	1 <sup>st</sup> q 2007
Building	63	82	89	58	52	117	128	98	62
Demolition	1	0	3	2	2	2	3	2	12
Electrical	166	160	160	132	137	162	150	178	242
Fire Protection	12	10	19	12	16	13	16	20	25
Clear and Grade	0	0	0	0	0	0	0	0	0
Mechanical	52	48	63	79	64	61	73	66	61
Plumbing	34	40	26	28	30	30	33	42	21
Right-of-Way	92	91	89	65	73	90	95	113	107
Sign	22	24	24	22	26	39	41	31	18
<b>TOTALS</b>	<b>442</b>	<b>455</b>	<b>473</b>	<b>398</b>	<b>400</b>	<b>514</b>	<b>539</b>	<b>550</b>	<b>548</b>
Revenues	\$178,325	\$213,409	\$160,928	\$130,683	\$149,498	\$247,229	\$305,063	\$304,006	\$295,110
Valuation	\$11,622,000	\$11,080,000	\$9,053,000	\$7,729,000	\$6,031,000	\$25,082,000	\$21,835,000	\$12,360,000	\$37,016,121

## CONSTRUCTION-RELATED PERMITS ISSUED--ANNUAL SUMMARY:

	2005	2006	2007 (thru March)
Permits Issued	1768	2003	548
Total Revenues	\$683,345	\$1,005,796	\$295,110
Total Valuation	\$39,484,000	\$65,308,000	\$37,016,121

## Quarterly Permit Issuance



## CONSTRUCTION-RELATED PERMITS—PROGRESS IN MEETING TARGET APPROVAL DATES

The Community Development Department has adopted a set of “target approval dates” for the review and approval of many of our construction-related permits. These timelines are goals that we strive to meet on a daily basis. We have been tracking progress in meeting these goals since October, 2006. The following chart shows types of permits that are being tracked along with the review target and what percentage of these permits were reviewed and approved within the established target. Of the 403 permits issued that have target approval dates, 400 were issued on time.

ISSUED PERMITS	Review Target	4 <sup>th</sup> q 2006	1 <sup>st</sup> q 2007
<b>Building Permits</b>			
Single-Family New	6 weeks	77%	83%
Single-Family Addition	6 weeks	100%	100%
Single-Family Remodel	4 weeks	95%	100%
Multi-Family/Commercial New	10 weeks	100%	100%
Multi-Family/Commercial Addition	8 weeks	n/a*	n/a*
Multi-Family/Commercial Tenant Improvement	6 weeks	100%	93%
<b>Building Permits--TOTAL</b>		<b>89%</b>	<b>95%</b>
<b>Other Permits</b>			
Electrical Permits	Plan review not required: Same day approval Plan review required: 4 weeks	100%	100%
Mechanical Permits	Plan review not required: Same day approval Plan review required: 4 weeks	100%	100%
Plumbing Permits	Plan review not required: Same day approval Plan review required: 4 weeks	100%	100%
Sign Permits	2 weeks	93%	100%
<b>ALL PERMITS</b>		<b>96%</b>	<b>99%</b>

\*-None issued during period

## MAJOR CONSTRUCTION PERMITS ISSUED IN 4<sup>TH</sup> QUARTER (over \$400,000 valuation; excluding single-family):

Permit No.	Address	Project or Applicant	Project Description	Valuation	Issued
BLD-06-1853	414 SW 150 <sup>th</sup> St.	Bartell Drug & Retail Shops	New 23,136 s.f. retail building	\$1,900,000	2/8/07
BLD-06-1750	460 SW 152 <sup>nd</sup> St.	Burien Town Square I	124 Condos, 20,000 s.f. commercial and 3 parking levels	\$28,500,000	2/20/07
ELE-07-0397	460 SW 152 <sup>nd</sup> St.	Burien Town Square I	Wiring of new mixed-use building	\$1,643,000	3/8/07

**CONSTRUCTION INSPECTIONS:**

Burien has two full-time building inspectors and a full-time electrical inspector. These inspectors are also certified to perform other inspections, such as plumbing and mechanical inspections. The inspectors spend an average of 5 hours per day on inspections and related activities (such as entering inspection results, communication with applicants, driving between inspections, etc.) and about 3 hours per day answering phone calls, doing plan reviews and assisting at the permit counter. Each inspection averages 45 minutes to an hour (or more for large commercial projects), allowing for an average of up to 5 to 7 inspections per day per inspector. These figures do not account for vacations or other leaves—which would reduce work days per month and increase the average number of inspections per inspector.

<b>INSPECTIONS</b>	<b>1st q 2005</b>	<b>2nd q 2005</b>	<b>3rd q 2005</b>	<b>4th q 2005</b>	<b>1st q 2006</b>	<b>2nd q 2006</b>	<b>3rd q 2006</b>	<b>4th q 2006</b>	<b>1<sup>st</sup> q 2007</b>
No. of Inspections	798	976	1088	1184	1189	1936	2000	1289	1655
No. of work days in quarter	62	64	64	61	62	64	63	60	62
Average No. of inspections per day per inspector	6.4	7.6	8.5	9.7	6.4	10.1	10.6	7.2	8.9
No. of inspectors	2.0	2.0	2.0	2.0	3.0	3.0	3.0	3.0	3.0

**CONSTRUCTION INSPECTIONS--ANNUAL SUMMARY:**

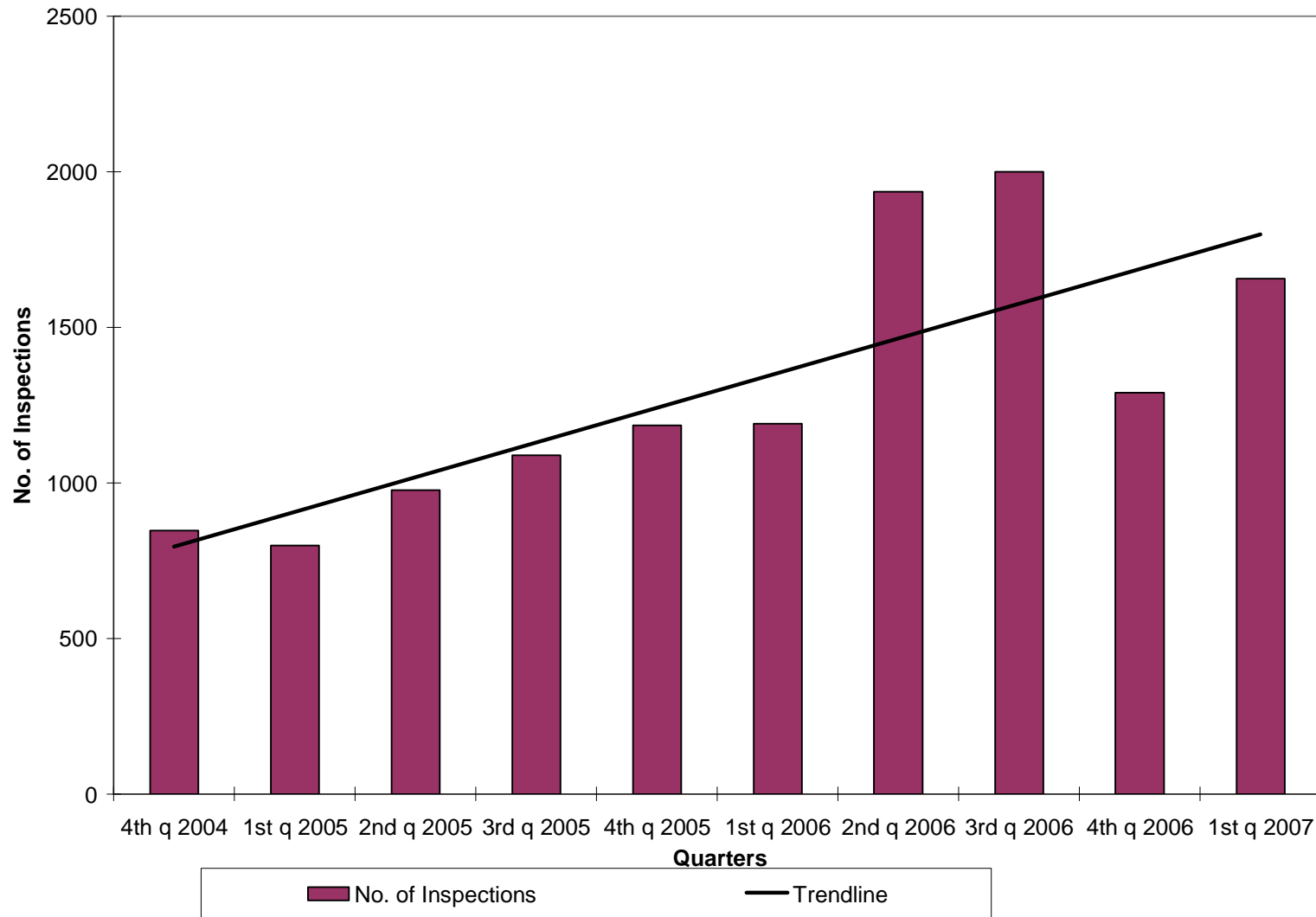
	<b>2005</b>	<b>2006</b>	<b>2007 (thru March)</b>
No. of Inspections	4046	6414	1655
No. of work days in year	251	249	62
Average No. of inspections per day per inspector	8.1	8.6	8.9

**NORMANDY PARK PLAN REVIEWS AND INSPECTIONS:**

In January, 2006, Burien began providing plan review and inspection services to the City of Normandy Park. These services are provided by Burien's Building Official and our three inspectors. The following chart shows the number of plan reviews and inspections performed by Burien staff on behalf of Normandy Park:

<b>INSPECTIONS</b>	<b>1st q 2006</b>	<b>2nd q 2006</b>	<b>3<sup>rd</sup> q 2006</b>	<b>4th q 2006</b>	<b>TOTAL 2006</b>	<b>1<sup>st</sup> q 2007</b>
No. of Plan Reviews	4	9	29	6	48	17
No. of Inspections	136	131	200	205	672	221

### Inspections Per Quarter



## LAND USE PRE-APPLICATION MEETINGS:

Pre-application meetings are required for most planning and land use-related actions. Meetings are held every other Thursday for up to 4 pre-application reviews. Staff from planning, building, public works, fire, and police attend as needed to discuss fatal flaws and to identify various requirements for a proposed development. A written report is provided to the applicant, as well as meeting minutes. The \$262 filing fee is credited toward future land use application fees. Although this service requires a substantial amount of staff time, it has proven to be valuable to both the applicant and the city and helps to expedite the formal review later in the process.

The following chart shows the number of pre-application reviews by project type.

Pre-Application Project Type	1 <sup>st</sup> q 2005	2 <sup>nd</sup> q 2005	3 <sup>rd</sup> q 2005	4 <sup>th</sup> q 2005	2005 Totals	1 <sup>st</sup> q 2006	2 <sup>nd</sup> q 2006	3rd q 2006	4 <sup>th</sup> q 2006	2006 Totals	1 <sup>st</sup> q 2007
Short Plat (4 or fewer lots)	7	10	6	5	28	3	7	4	4	18	6
Subdivision (5 or more lots)	1	2	0	0	3	0	4	2	1	7	0
Multi-Family	1	0	1	2	4	0	1	0	3	4	1
Critical Area Review—Single-Family	3	6	9	1	19	3	4	2	2	11	2
Critical Area Review—Other	0	1	1	0	2	0	2	0	1	3	1
Commercial/Mixed Use—New	2	2	4	6	14	1	2	3	1	7	2
Commercial/Mixed Use—Addition, Renovation	2	1	0	0	3	1	1	2	0	4	3
Change of Use	1	1	1	0	3	0	1	0	0	1	1
Other	2	0	4	1	7	3	2	2	3	10	1
<b>TOTALS</b>	<b>19</b>	<b>23</b>	<b>26</b>	<b>15</b>	<b>83</b>	<b>11</b>	<b>24</b>	<b>15</b>	<b>15</b>	<b>65</b>	<b>17</b>

## LAND USE APPLICATIONS:

We received the following types of planning and land use applications during the quarter, categorized as shown below.

Project Type	1 <sup>st</sup> q 2005	2 <sup>nd</sup> q 2005	3 <sup>rd</sup> q 2005	4 <sup>th</sup> q 2005	2005 TOTALS	1 <sup>st</sup> q 2006	2 <sup>nd</sup> Q 2006	3rd Q 2006	4th Q 2006	2006 TOTALS	1 <sup>st</sup> Q 2007
Accessory Dwelling Unit		4	3	4	11	1		2		3	1
Critical Area Review—Admin.			1		1	3		2		5	1
Critical Area Review—Type 1	3	2	1	1	7	2		1		3	2
Lot Line Adjustment	3	3		1	7			1	1	2	7
Land Use Review—Type 1	1	3	4	1	9	4	4	4	1	13	2
Land Use Review—Type 2	1		2		3					0	
Land Use Review—Type 3			1	1	2	1			2	3	
Master Sign Plan			1		1			1		1	1
Multi-Family Tax Exemption					0					0	1
Rezone					0		1			1	
SEPA Review (added 2006)					0	2				2	
Shoreline Exemption			1	1	2		2	1	1	4	
Short Plat--Preliminary	7	3	8		18	1	6	4		11	5
Short Plat--Final	2	3		3	8	1	3	2	3	9	4
Subdivision--Preliminary	1		1	1	3		1	1	1	3	
Subdivision--Final	1				1			1	2	3	
Tree Removal Permit	4	4	3	4	15	3	2	4	7	16	2
Temporary Use Permit	1	8	4		13	2	4	3		9	
<b>TOTALS</b>	<b>24</b>	<b>30</b>	<b>30</b>	<b>17</b>	<b>101</b>	<b>20</b>	<b>23</b>	<b>27</b>	<b>18</b>	<b>88</b>	<b>26</b>

## LAND USE DECISIONS:

We issued 4 planning/land-use related decisions in the 1st quarter of 2007 (total of 4 for the year). The following lists the planning and land use-related decisions that have target issuance dates. We met 75% of our target review dates in the quarter.

APPLICANT	PERMIT NUMBER	CITY REVIEW TIME	MET TARGET?
Rene Short Plat	PLA-06-1411	111	Yes
LDG Architects Trans. Zone	PLA-06-1847	81	Yes
Creek Variance	PLA-06-0871	104	No
Nextel--19010 1st Av. So.	PLA-07-0079	43	Yes
<b>AVERAGE</b>		<b>85</b>	
<b>MEDIAN</b>		<b>92.5</b>	

## LAND USE DECISIONS--ANNUAL SUMMARY:

	2000	2001	2002	2003	2004	2005	2006
Number of Decisions Issued	16	14	34	20	28	43	34
Percent Issued By Target Date	69%	50%	65%	68%	79%	74%	79%